Texas Education Agency (TEA)
Information Task Force (ITF)
March 8, 2022

Zoom
10:00 a.m. – 2:00 p.m.

Meeting Minutes

Call Meeting to Order   Joel Garcia, ITF Chair
Joel Garcia called the ITF meeting to order at 10:00 a.m.

Roll call of the ITF members was taken by Stephanie Sharp.

ITF Members Present:
David C. Taylor, Dana Braun, Joel Garcia, Keitha Ivey, D'Lynne Johnson, Catherine Bray, Roshunda Roberts-Jackson, David Marx, Georgia Kalligeris, Linda Roska, John Newcom, Joe Herrera.

ITF Alternate Members Present:
Linda Raney, Elisa Sanchez, Debby Wilburn, Kim Lyons, Justin Jons, Christine Barnes, Nina Taylor, Shawna Ohnesorge.

TEA Staff Present:
Terri Hanson (ITS), Leanne Simons (ITS), Jamie Muffoletto (ITS), Scott Johnson (ITS), Beth Polo (ITS), Rhonda Williams (ITS), Jeanine Helms (ITS), Stephanie Sharp (ITS), Leticia Ollervidez (ITS), Candice DeSantis (ITS), Kathy Adaky (ITS), Melissa Witcher (ITS), Deborah DeBerry (ITS-Training), Wayne Curry (ITS-Training), Shabana Momin (ITS-Training), Tracy Johnson (College, Career, and Military Preparation Division).

Approve Meeting Minutes from January 25, 2022 ITF Meeting Action Item
ITF Chair, Joel Garcia, called for a motion to approve the meeting minutes from the January 25, 2022 ITF meeting.

Roshunda Roberts-Jackson made a motion to approve the minutes.
Keitha Ivey seconded the motion.
Vote: Passed.

1. Expand IBC Data Elements Field Length   Action Item

Beginning with the 2019-2020 school year, the Texas Education Agency (TEA) began collecting the data element, POST-SECONDARY-CERTIFICATION-LICENSURE-CODE (E1640). The data element collected during the PEIMS Fall and Summer submissions identifies the Industry-Based Certification(s) (IBC) a student earned. HB 3 added a data element, IBC-VENDOR-CODE (E1655), to collect the vendor that administered the IBC examination.

Every two years, the list of approved IBCs a student may earn is reviewed by the College, Career, and Military Preparation (CCMP) Division. The division adds or removes IBCs and approved vendors to administer exams based on stakeholder input. The CCMP Division has requested to increase the length of the two existing data elements below from three to four digits due to the number of additional codes needed for the 2022-2023 school year:
- •   POST-SECONDARY-CERTIFICATION-LICENSURE-CODE (E1640)
- •   IBC-VENDOR-CODE (E1655)

TEA is proposing to increase the length of the data elements, POST-SECONDARY-CERTIFICATION-LICENSURE-CODE (E1640) and IBC-VENDOR-CODE (E1655) from three to four digits. This change will allow for the addition of new codes to the code tables. As a result, reports will be updated to allow three-or-four digit codes to be displayed for the affected data elements. There are no rule impacts as a result of this change.

TEA is also proposing to increase the length of the TREx data element, POST-SECONDARY-CERTIFICATION-LICENSURE-CODE (TE133) from three to four digits.

Presentation:
Stephanie Sharp presented the proposal which includes:
In the Texas Education Data Standards:
1. Increase the length from three to four digits for the following data elements:
      a. POST-SECONDARY-CERTIFICATION-LICENSURE-CODE (E1640)
      b. IBC-VENDOR-CODE (E1655)
2. Update existing TSDS reports to reflect the changes in this proposal.
      a. PDM1-120-016
      b. PDM1-120-018
      c. PDM1-120-021
      d. PDM1-124-004
      e. PDM1-124-007
      f. PDM3-120-010
      g. PDM3-120-019
In the Texas Records Exchange Data Standards:
1. Increase the length from three to four digits for the following data element:
      a. POST-SECONDARY-CERTIFICATION-LICENSURE-CODE (TE133)

ITF Discussion:
Stephanie Sharp introduced Tracy Johnson with the CCMP Division to assist in answering any questions.

ITF Chair, Joel Garcia, called for questions or comments. Hearing none, he requested a motion.

ITF Action:
Roshunda Roberts-Jackson made a motion to approve the proposal.
Dana Braun seconded the motion.
Vote: Passed.

2. ODS 3.x Student Attendance Extension Domain   Action Item

The Texas Education Agency (TEA) is upgrading the Texas Student Data System (TSDS) Operational Data Store (ODS) to Ed-Fi version 3.x. This will be a phased upgrade with pilot 1 beginning in the 2021-2022 school year. The upgrade will be completed in the 2023-2024 school year. The updated standards will include data elements already legislatively approved for collection in addition to data elements that must be collected to align with the new Ed-Fi 3.x version.

The Ed-Fi Data Standards is the set of rules for collecting, managing, and organizing educational data that allows multiple systems to share their information in a seamless, actionable way.

This document presents the data in the Student Attendance Extension Domain of the Ed-Fi Data Standards reported to TSDS.

The majority of the data elements are already being reported to TSDS using Complex Types in Interchange files. Some new data elements are needed to support and align fully with the Ed-Fi standard.

Presentation:
Jamie Muffoletto presented the proposal which includes:
1. Transition from collecting Student Attendance data with the current TSDS Interchanges and Complex Types to using Ed-Fi Domains.
    a. Student Attendance Extension Domain – Aggregate Collection
    b. Student Attendance Extension Domain – Granular Collection
        i.   New Data Elements
    c. Update to the Teaching and Learning Extension Domain to collect the CTEHours.
        i.   New Data Elements
    d. Update to the Student Identification and Demographics Extension Domain to collect Truancy data elements.
        i.   New Data Elements
2. Transition from using code tables to using descriptor tables.
    a. Add ReportingPeriod descriptor table based upon code table REPORTING-PERIOD-INDICATOR-CODE (C130).
    b. Add GradeLevel descriptor table based upon code table GRADE-LEVEL-CODE (C050).
    c. Add SpecialEducationSetting table based upon code table TX-INSTRUCTIONAL-SETTING-CODE (C035).
    d. Add RSSpecialEducationSetting table based upon code table TX-INSTRUCTIONAL-SETTING-CODE (C035).

e. Add RASpecialEducationSetting table based upon code table TX-INSTRUCTIONAL-SETTING-CODE (C035).
f. Add RegionalDaySchoolProgramForDeaf descriptor table based upon code table REG-DAY-SCH-PROG-DEAF-CODE (C067).
g. Add BilingualESLFunding descriptor table based upon code table BILINGUAL/ESL-FUNDING-CODE (C225).
h. Add RSBilingualESLFunding descriptor table based upon code table BILINGUAL/ESL-FUNDING-CODE (C225).
i. Add RABilingualESLFunding descriptor table based upon code table BILINGUAL/ESL-FUNDING-CODE (C225).
j. Add FlexibleAttendanceProgram descriptor table based upon code table FLEXIBLE-ATTENDANCE-PROGRAM-TYPE-CODE (C177).
k. Add AttendanceEventCategory descriptor table.
l. Add Truancy descriptor table.

ITF Discussion:
Elisa Sanchez asked if local education agencies (LEAs) will continue to report the Additional Days School Year (ADSY) Program attendance data with a separate reporting period and calendar. Jamie Muffoletto confirmed that an LEA would continue to report ADSY attendance data in this manner. Elisa requested clarification on the AttendanceEventCategory descriptor table descriptors for the ADSY Program. Jamie clarified that if the student were in attendance for the ADSY program, the LEA would use one of the following descriptors: ADSY Day Present (8), ADSY RS Day Present (9), or ADSY RA Day Present (10).

John Newcom asked if TEA changed the truancy documentation provided in November. Jamie replied that TEA did not change the truancy documentation that was released in November.

John asked if having both the Session reference and the data element ReportingPeriod in the Texas extended attendance entities is redundant. Jamie answered that the Session reference would need to be removed.

John asked for clarification on the changes made to the Texas extended entities to now collect a separate entity for each attendance program. John stated that currently, special program attendance is collected using the ATTENDANCE-EVENT-CATEGORY. Jamie responded that the decision to collect a separate entity for each attendance program was made by TEA after working with Ed-Fi and the initial pilot vendor to help streamline the attendance reporting process.

John asked if the Student Information System (SIS) vendors would need to support LEAs loading local use descriptors into the landing zone during the initial implementation. Terri Hanson replied that the SIS vendor would decide when the LEAs could begin loading local use descriptors into the landing zone.

Joe Herrera stated that from the Student Attendance Accounting Handbook (SAAH) perspective, the only descriptors in the table should be TEA reportable descriptors. Terri agreed and added that TEA would not publish descriptors that are not used for state reporting.

Joel Garcia asked why TEA would be collecting attendance at the granular level. Jamie replied that TEA is following the Ed-Fi model and the Ed-Fi model collects attendance at the granular level. Terri added the adoption of Ed-Fi model was not specific to attendance but to all the data collections and that the API transactional technology will resolve the bulk loading performance issues. Terri included that due to the complexities of attendance calculations, TEA is asking LEAs to report granular attendance and cumulative attendance in the first two years. TEA will use the cumulative attendance to verify the attendance calculations made by TEA. During the initial years, the cumulative attendance collected will be the official record for LEAs.

Roshunda Roberts-Jackson asked how the SIS would transmit data if a student were marked absent, and the parent came in six weeks later to provide a note. Jamie responded that all changes will be transmitted to TEA, however, whether it is changed from a non-excused absence to a state fundable absence will be based on the documentation received. An example of this situation would be when a doctor's note is provided for a student's absence for an appointment, but the student began classes or returned to classes on the same day of the doctor's appointment.

Catherine Bray asked if the LEA policy for accepting attendance notes would need to be changed. Roshunda mentioned that her LEA's local policy is students have two six-week periods to provide doctor's notes to update attendance. Jamie responded that TEA is not asking LEAs to change local policy or practices and clarified that TEA will not have access to this data until the data is promoted. Jamie added that an LEA could change attendance until they finalize their PEIMS Summer submission.

ITF Chair, Joel Garcia, called for additional questions or comments. Hearing none, he requested a motion.

ITF Action:
Roshunda Roberts-Jackson made a motion to approve the proposal.
David C. Taylor seconded the motion.
Vote: Passed.

3. ODS 3.x Charter School Waitlist Domain Entity   Action Item

The Texas Education Agency (TEA) is upgrading the Texas Student Data System (TSDS) Operational Data Store (ODS) to Ed-Fi version 3.x. This will be a phased upgrade with pilot 1 beginning in the 2021-2022 school year. The upgrade will be completed in the 2023-2024 school year. The updated standards will include data elements already legislatively approved for collection in addition to data elements that must be collected to align with the new Ed-Fi 3.x version.

The Ed-Fi Data Standards is the set of rules for collecting, managing, and organizing educational data that allows multiple systems to share their information in a seamless, actionable way.

The purpose of the Charter School Waitlist Collection is to meet the requirements of TEC Chapter 12, Subchapter D, Section 12.1174 by collecting information about enrollment and the use of a waiting list.

Texas Education Code (TEC), §12.1174, added by SB 2293, Texas Legislature, 86th Regular Session, 2019, requires that the governing body of a charter school report certain student enrollment and waitlist data to TEA no later than the last Friday of October of each school year. Students who have applied but are not enrolled in the charter school and who are on a waitlist, must be reported to the agency in addition to the number of students enrolled and the educational enrollment capacity.

All data must be reported as of the last Friday in September and the data is due to the agency by the close of the collection on the last Friday in October.
The majority of the data elements are already being reported to TSDS using Complex Types in Interchange files. Some new data elements are needed to support and align fully with the Ed-Fi standard.

Presentation:
Jamie Muffoletto presented the proposal which includes:
1. Transition from collecting Charter School Waitlist with the current TSDS Interchanges and Complex Types to using:
    a. Student Application Entity
2. Transition from using code tables to using descriptor tables.
    a. Add SchoolYear descriptor table based upon code table SCHOOL-YEAR-TYPE (C193).
    b. Add Sex descriptor table based upon code tables SEX-CODE (C013) and SEX-TYPE (DC119).
    c. Add GradeLevel descriptor table based upon code tables GRADE-LEVE-CODE (C050) and GRADE-LEVEL-TYPE (DC063).
    d. Add ApplicationType descriptor table.

ITF Discussion:
Elisa Sanchez asked if there would be a separate training for the new Ed-Fi data elements. Jamie Muffoletto replied that the ODS 3.x presentation during the 2022 Spring Vendor training would include information on the new data elements.

Georgia Kalligeris expressed concern about the new Ed-Fi Student Application collection because her charter uses a separate system to track charter school applications. Georgia further added that the system they use to track charter school applications does not store the Student Unique ID. The Student Unique ID is loaded into the Student Information System (SIS) after the student enrolls. Georgia stated that as a result, processing the Charter School Waitlist collection is difficult. Leanne Simons replied that TEA has not explicitly talked to vendors about this concern and would bring this to the TEA vendor liaison, Leanne Shipper, for a potential discussion.

John Newcom asked why the data element ApplicationIdentifier is mandatory in the Ed-Fi Student Application. Jamie replied that TEA worked with Ed-Fi to develop Student Application

and determined that several vendors have ApplicationIdentifier as part of the key. Jamie added that TEA would not promote this data element from the landing zone, but it is mandatory as part of Student Application. Leanne Simons added that TEA asked Ed-Fi not to collect the data element ApplicationIdentifier in Student Application, but because Ed-Fi has worked with vendors and understood that ApplicationIdentifier was part of the vendor systems, Ed-Fi chose to keep the data element as mandatory.

John asked if Ed-Fi created the Student Application only for Texas. Leanne Simons replied that Ed-Fi created the model for Texas and other states to use. Leanne Simons added that the Student Application could be used by TEA for other data collections in the future.

Georgia asked if this proposal could be tabled until the next ITF meeting. Georgia added that it is hard to support a motion when there are still outstanding questions. Additionally, Georgia pointed out that charter schools have faced many challenges with the Charter School Waitlist collection over the past two years. Leanne Simons replied that Scott Johnson and Leanne Shipper with TEA would set up a meeting to discuss these concerns with Georgia.

Terri Hanson stated that TEA only needs approval on data that an LEA will promote to TEA. Terri further stated there are no new data elements in the Student Application that will be promoted to TEA and would like the committee to approve the proposal. Terri added that TEA understands the concerns expressed and will provide follow-up to the committee.

ITF Chair, Joel Garcia, called for additional questions or comments. Hearing none, he requested a motion.

ITF Action:
Georgia Kalligeris made a motion to approve the proposal.
David C. Taylor seconded the motion.
Vote: Passed.

4. ODS 3.x Child Find Domain Entity   Action Item

The Texas Education Agency (TEA) is upgrading the Texas Student Data System (TSDS) Operational Data Store (ODS) to Ed-Fi version 3.x. This will be a phased upgrade with pilot 1 beginning in the 2021-2022 school year. The upgrade will be completed in the 2023-2024 school year. The updated standards will include data elements already legislatively approved for collection in addition to data elements that must be collected to align with the new Ed-Fi 3.x version.

The Ed-Fi Data Standards is the set of rules for collecting, managing, and organizing educational data that allows multiple systems to share their information in a seamless, actionable way.

This document presents the data in the Child Find Domain of the Ed-Fi Data Standards reported to TSDS.

The majority of the data elements are already being reported to TSDS using Complex Types in Interchange files. Some new data elements are needed to support and align fully with the Ed-Fi standard.

Presentation:

Jamie Muffoletto presented the proposal which includes:

1. Transition from collecting Child Find with the current TSDS Interchanges and Complex Types to using:
    a. Student Entity
    b. StudentEducationOrganizationAssociation Entity
    c. StudentEducationOrganizationResponsibilityAssociation Entity
    d. StudentSpecialEducationProgramEligibilityAssociation Entity
        i. Add new data elements
2. Transition from using code tables to using descriptor tables.
    a. Add GenerationCode descriptor table based upon code tables GENERATION-CODE (C012) and GENERATION-CODE-SUFFIX-TYPE (DC148).
    b. Add Sex descriptor table based upon code tables SEX-CODE (C013) and SEX-TYPE (DC119).
    c. Add Race descriptor table based upon code table RACE-ITEM-TYPE (DC097).
    d. Add EvaluationDelayReason descriptor table based upon code table EVALUATION-DELAY-REASON-CODE (DC164).
    e. Add Responsibility descriptor table.

ITF Discussion:

ITF Chair, Joel Garcia, called for questions or comments. Hearing none, he requested a motion.

ITF Action:

Roshunda Roberts-Jackson made a motion to approve the proposal.
D'Lynne Johnson seconded the motion.
Vote: Passed.

5. ODS 3.x Collection of Student Leaver Data   Action Item

The Texas Education Agency (TEA) is upgrading the Texas Student Data System (TSDS) Operational Data Store (ODS) to Ed-Fi version 3.x. This will be a phased upgrade with pilot 1 beginning in the 2021-2022 school year. The upgrade will be completed in the 2023-2024 school year. The updated standards will include data elements already legislatively approved for collection in addition to data elements that must be collected to align with the new Ed-Fi 3.x version.

The Ed-Fi Data Standards is the set of rules for collecting, managing, and organizing educational data that allows multiple systems to share their information in a seamless, actionable way.

This document presents the data in the Collection of Student Leaver Data of the Ed-Fi Data Standards reported to TSDS.

TEA will be extending the Ed-Fi model in order to collect students that were enrolled in the LEA during the prior school year but that have not enrolled in the LEA during the current school year using the AsOfStatusALeaver entity.

The majority of the data elements are already being reported to TSDS using Complex Types in Interchange files. Some new data elements are needed to support and align fully with the Ed-Fi standard.

Initially, TEA will begin collecting the calculated value for AsOfStatusLastFridayOctober and AsOfStatusLastDayEnrollment for students. In the future, TEA will calculate the value for each student so an LEA will no longer need to send the information.

Presentation:
Jamie Muffoletto presented the proposal which includes:
1. Transition from collecting leaver data with the current TSDS Interchanges and Complex Types to using:
    a. AsOfStatusALeavers Entity
        i. Add new data elements
    b. Student Entity
        i. Add new data elements
2. Transition from using code tables to using descriptor tables.
    a. Add Sex descriptor table based upon code tables SEX-CODE (C013) and SEX-TYPE (DC119).
    b. Add Race descriptor table based upon code table RACE-ITEM-TYPE (DC097).
    c. Add GradeLevel descriptor table based upon code table GRADE-LEVEL-CODE (C050) and GRADE-LEVEL-TYPE (DC063).
    d. Add ExitWithdrawType descriptor table based upon code table LEAVER-REASON-CODE (C162).
    e. Add GenerationCode descriptor table based upon code table GENERATION-CODE (C012) and GENERATION-CODE-SUFFIX-TYPE (DC148).
    f. Add StudentAttribution descriptor table based upon code table STUDENT-ATTRIBUTION-CODE (C161).
    g. Add FinancialAidApplication descriptor table based upon code table FINANCIAL-AID-APPLICATION-CODE (C230).
    h. Add PostSecondaryCertificationLicensure descriptor table based upon code table INDUSTRY-CERTIFICATION-LICENSURE-CODE (C214).
    i. Add DiplomaType descriptor table based upon code table GRADUATION-TYPE-CODE (C062).
    j. Add EndorsementCompleted descriptor table.
    k. Add AsOfStatusLastFridayOctober descriptor table.
    l. Add HomelessStatusPriorYear descriptor table.
    m. Add UnaccompaniedYouthPriorYear descriptor table.
    n. Add UnschooledAsyleeRefugeePriorYear descriptor table.
    o. Add EconomicDisadvantageLastDateOfEnrollment descriptor table.
    p. Add ParentalPermissionLastDateOfEnrollment descriptor table.
    q. Add AchievementCategory descriptor table.

ITF Discussion:
ITF Chair, Joel Garcia, called for questions or comments. Hearing none, he requested a motion.

ITF Action:
D'Lynne Johnson made a motion to approve the proposal.
Linda Raney seconded the motion.
Vote: Passed.

Other Business   Discussion Item

Upcoming Meetings
ITF Chair, Joel Garcia announced that the next ITF meeting is on April 12, 2022.

Adjournment
ITF Chair, Joel Garcia called for additional questions or comments. Hearing none, he requested a motion to adjourn.

Roshunda Roberts-Jackson made a motion to adjourn.
D'Lynne Johnson seconded the motion.
Vote: Passed.

The meeting was adjourned at 11:37 a.m.